

Application Instructions
Innovative Early Childhood Education MA
Boulder Journey School Partnership

## Application deadline is April 1, 2026

### **Step 1: Prepare your materials**

The School of Education & Human Development accepts all applications online. Please review the information below to prepare for the application process. Your application will include:

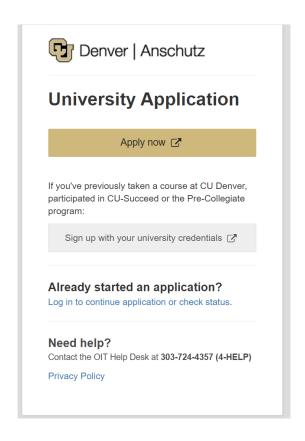
- Current resume or curriculum vita
- Two letters of recommendation
- Transcripts: One official transcript from ALL post-secondary schools attended in which you
  earned any college credit, including institutions at which you transferred credits and were
  granted a degree. Unofficial transcripts are acceptable if you are an alumni of a University of
  Colorado institution (Boulder, Denver, or Colorado Springs). If your institutions allow, it is
  preferred for students to provide electronic transcripts.
  - Transcripts must be sent directly from an institution to CU Denver to be deemed official.
     Transcripts are deemed unofficial if provided by the applicant.
- International Student Transcripts: International students will have the following two options for transcript review.
  - CU Denver In-House Evaluation If choosing this option, you are required to submit complete transcripts from *ALL* post-secondary schools attended in which you earned any college credit, including institutions at which you transferred credits *and* were granted a degree.
  - External Evaluation (ECE or WES course by course only) DO NOT submit transcripts to CU Denver from foreign institutions. You will need to provide an international credential evaluation report from Educational Credential Evaluators (ECE) or World Education Services (WES). You will send your transcripts to the evaluation provider of your choice (ECE or WES) and the provider will send their evaluation report to CU Denver. The cost of the credential evaluation is \$163 to \$208, plus delivery fees. Scholarships are available to cover part of this cost.
  - o Find more information about international transcript evaluation here.
- Letter of Intent written statement As an applicant to the program, you are required to include a letter of intent with a brief introduction, outline of course values and beliefs, your learning goals, your ECE context, and career plans and contributions following completion of the program. The letter of intent should be 2-3 typewritten pages, double-spaced. You will find additional details within the application.
- \$50 application fee for domestic students and \$75 application fee for international students.
- Additional paperwork may be needed for international applicants based on review by the International Admissions team.



### Step 2: Complete and submit your application

Your application must be completed and submitted online. Please visit the link below to create an application system account and access the online application.

https://passport.ucdenver.edu/slate/landing.php?sr=ce3d18bd-7d79-453e-908f-bb2caca52ed8

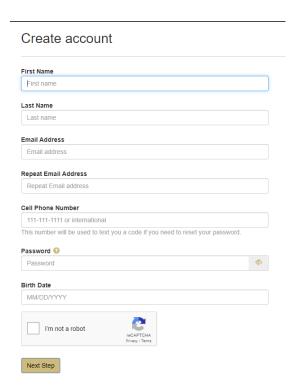




### **New Account**

Click "Apply Now" to create a new account. Follow all steps to create your application account and password. Login to start your application.

- a. Answer a few questions needed and create a password
- b. Click "Next Step"
- c. You will receive a pop-up window and an email with your username and prospective student ID number (this is not your permanent student ID)
- d. Click "Continue to application" in the pop-up window
- e. If you close your browser, use the email to sign back in and continue the application



### OR

### **Existing Account**

Click "Log in to continue application or check status" if you already have an application account. Complete the login to open your account.



1. Once you log in, click "Start New Application".

### Applying to the University of Colorado Denver | Anschutz Medical Campus

You can access applications for a number of programs offered at CU Denver and CU Anschutz Medical Campus. You can either create a new account to start an application or continue an application in progress. This online application process serves:

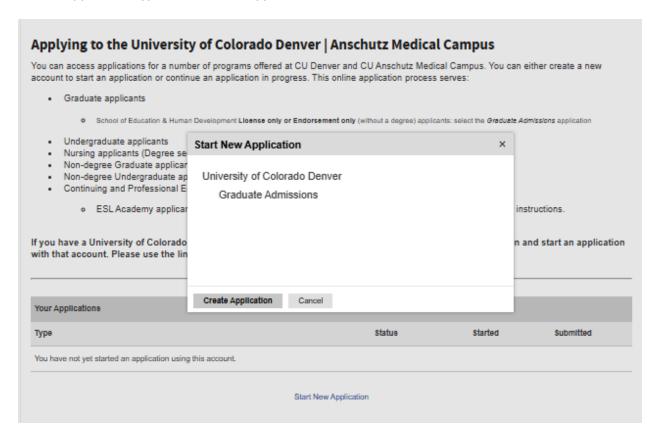
- Graduate applicants
  - School of Education & Human Development License only or Endorsement only (without a degree) applicants; select the Gredwate Admissions application.
- · Undergraduate applicants
- · Nursing applicants (Degree seeking, Non-Degree Graduate)
- Non-degree Graduate applicants
- · Non-degree Undergraduate applicants
- · Continuing and Professional Education applicants
  - ESL Academy applicants: select the Continuing and Professional Education application or click here for instructions.

If you have a University of Colorado Denver | Anschutz Medical Campus username and password, you can log in and start an application with that account. Please use the link for Returning Users.

Your Applications					
Туре		Statue	Started	Submitted	
You have not yet started an application using this account.					
	Start New Application				

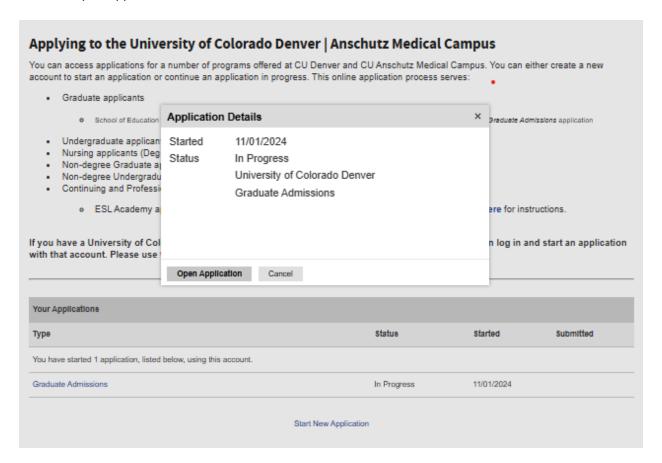


2. A pop-up screen titled "Start New Application" will appear with Graduate Admissions as the application type. Click "Create Application".





3. A new pop-up screen titled "Application Details" will show the date you are starting the application and confirming you are completing the Graduate Admissions application. Click "Open Application".





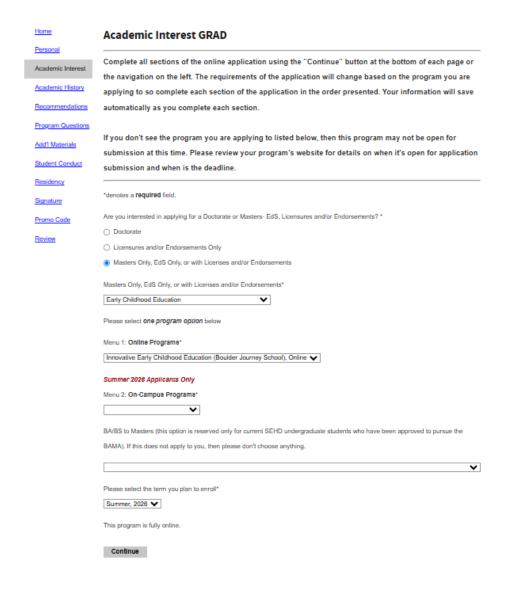
4. Fill in all required information in the "Tell Us About Yourself" section, select "Continue".

NOTE: For international students living outside of the US, select "99-Intl Student Not in US" as your visa type

Home	Personal					
Personal	Tell us about yourself					
Academic Interest	Complete all sections of the online application using the "Continue" button at the bottom of each page or the navigation on					
Academic History	the left. The requirement	s of the application will change base	d on the program you are applying to	o so complete each section		
Recommendations	of the application in the o	order presented. Your Information wi	II save automatically as you complet	e each section.		
Program Questions						
Add'l Materials	(Required fields are indic	cated with *)				
Student Conduct	NOTE: If you don't know	the postal code to your address, the	n please leave this blank			
Residency	Name	Name				
Signature						
Promo Code	Prefix	•				
Review	First (Given) *					
	Middle					
	Last/Surname (Family) *		$\supset$			
	Suffix	~				
	Preferred First/Nickname					
	Other/Former Last Name					
	Former First Name (if					
	applicable)  Addresses NOTE: Only enter up to 12 numbers in the Postal Code field. DON'T ENTER PO BOX INFORMATION!**					
				NFORMATION!**		
	Туре	Street Address	Location	Country		
	Add Address					
	Email Address sara.vandyke@ucdenver.edu					
	Telephone Numbers (Int	Telephone Numbers (International Include +country code I.e. +86 X XX XXXX XXXX)				
	Home Phone Number					
	Mahila Dhana Number					



- 5. Fill in the fields in the Academic Interest GRAD section using the information below:
  - a. For the question "Are you interested in applying for a Doctorate or Masters EdS, Licensure and/or Endorsements?" Please select "Masters Only, EdS Only, or with Licensures, and/or Endorsements"
  - b. For the dropdown option under "Masters Only, EdS Only, or with Licensures, and/or Endorsements," scroll down to the School of Education & Human Development and select "Early Childhood Education"
  - c. For the dropdown option under "Please select one program option below," select from Menu 1: Online Programs, "Innovative Early Childhood Education (Boulder Journey School), Online"
  - d. **DO NOT** select an option for Menu 2: On-Campus Programs
  - e. **DO NOT** select an option from BA/BS to Masters drop down option
  - f. For the dropdown option "Please select the term you plan to enroll", select "Summer 2026"





- 6. Complete the Academic History section.
  - a. Please provide one transcript from every previous college/university attended in which you earned any college credit, including institutions at which you transferred credits and were granted a degree.
  - b. Unofficial transcripts can be provided at the time of completing the application. However, official transcripts will be required upon admission into the program.
  - c. If your institutions allow, it is preferred for students to provide electronic transcripts.
  - d. Transcripts must be sent directly from an institution to CU Denver to be deemed official. Transcripts are deemed unofficial if provided by the applicant.
  - e. Send official transcripts to CU Denver at: SEHD.admissions@ucdenver.edu.
  - f. Unofficial transcripts are acceptable if you are an alumni of a University of Colorado institution (Boulder, Denver, or Colorado Springs). CU Denver admissions will pull official transcripts on behalf of the applicant.
  - g. International students will have the following two options for transcript review: CU Denver In-House Evaluation or External Evaluation (ECE or WES course by course only). Find more information and instructions about international transcript evaluation here.

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### **Academic History**

**CU Denver applicants** 

Personal

Academic Interest

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Please provide the details and upload <u>unofficial transcripts</u> for any post-secondary (after high school) academic institutions where you earned more than 12 credits.

Academic History

Recommendations

Program Questions

Add'l Materials

Student Conduct

· ·

Signature

Promo Code

Review

- Official transcripts are NOT needed at this time, as we accept unofficial transcripts for application review
  purposes. Only if you are admitted and enroll in your program will you be required to submit official
  transcripts during your first term of enrollment.
- If you earned fewer than 12 credits at an institution but still wish for us to consider these credits (because
  you believe they will strengthen your application), you are welcome to list that institution but know that we
  will require you to submit that official transcript if you are admitted and enrolled.

#### CU Anschutz applicants

Please provide the details and upload unofficial transcripts for all post-secondary (after high school) academic institutions, regardless of the number of credits earned.

While unofficial transcripts are sufficient for the application review process, official transcripts are required
to matriculate into your graduate program, if admitted; the matriculation process occurs before the start of
the term, so please arrange to have your official transcripts sent when prompted. Please review the
Graduate School – Admissions and Application webpage for more details.

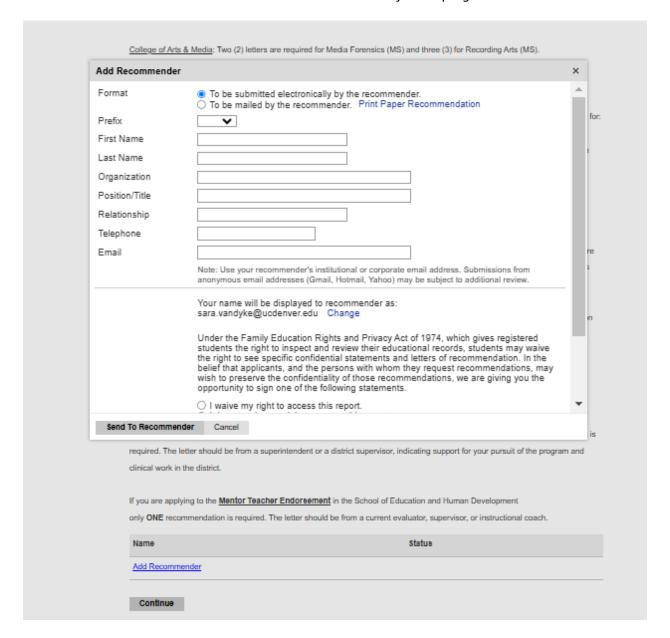
#### All applicants

- If you have transfer credits that appear on a degree transcript, we still require the transcript from the institution where you earned the transfer credits.
- If you attended any of the University of Colorado campuses, you still must list this institution below and submit an unofficial transcript; we will pull an official transcript on your behalf during the review process.
- Do not enter where you went to high school, as it may delay the processing of your application.
- When Graduate Admissions personnel manually review your application, we will reach out if we require any
  additional transcripts or information about your academic history.

MINORTANT. To be officially as a could be a conducte account one amount of the form being accounted mitter.



- 7. Complete the Recommendations section. Click "Add Recommender" and a pop-up screen will appear to add contact information for your recommender.
  - a. Once you click "Send to Recommender", an email will be sent to your recommender from CU Denver requesting a recommendation on your behalf. Your recommender will provide their recommendation to CU Denver to be uploaded with your application.
  - b. You will need to submit two recommendations for this program.





8. Complete the Program Questions section.

<u>Home</u> Personal	Program Questions
Academic Interest Academic History Recommendations Program Questions	*denotes a <b>required</b> field.  *Have you ever been dismissed or counseled out from a CU Denver School of Education & Human Development program?  O Yes  O No
Add'l Materials Student Conduct	Additional Background Questions
Residency Signature	* Question #1: Have you ever had a teacher, principal, administrator or special services license, certificate or authorization or any other occupational permit, license, credential or equivalent document subjected to any disciplinary proceedings, including, but not limited to, annulment, denial, reprimand/admonition, suspension or revocation, or have you ever voluntarily surrendered such a
Promo Code Review	document in Colorado or an other state or place, or are you currently under investigation by any licensing or credentialing agency organization?  Yes
	No *Question #2: Have you ever been dismissed or discharged, or have you resigned in order to avoid discipline or discharge, by any employer?
	○ Yes ○ No Continue



- 9. Complete the Supporting Materials section. This section includes your Letter of Intent (written statement), resume, and teaching license.
  - \*A teaching license is not required for admission to this program.

#### Home

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Academic Interest

Academic History

Recommendations

Program Questions

Add'l Materials

Student Conduct

Residency

Signature

Promo Code

Review

### **Supporting Materials**

\*denotes a required field.

#### Guidelines for Letter of Intent (Written Statement)\*

As an applicant to the program, you are required to include a letter of intent that describes your interest, your special strengths, and some goals that you hope to achieve through your work in the program. The letter of intent should be 2-3 typewritten pages, double-spaced. Please include the following.

- Please address your letter, Dear Innovative Early Childhood Education Faculty.
- 2. Briefly introduce yourself. Show how your background and experience have prepared you for the program.
- 3. Outline some core values and beliefs and how they will support your success in the program.
- 4. Tell about your learning goals what is it you hope to learn from the program, and how you hope to use that new knowledge.
- 5. Describe your context including how you will engage with young children throughout the course work.
- 6. Give an indication of your career plans and the contributions you hope to make after you complete the program.
- Students accepted to this program will select either the 14 month or 24 month program of study. While this will happen after an applicant accepts their admission, please share at this time, your desired program plan of study and your reasons.

Faculty will evaluate the statement using the following criteria:

- · Your writing skills fluency, grammar, mechanics, organization, and style
- · Your commitment to core values and to professional growth and development
- · Your ability to apply learning in context during the MA coursework

Choose File No file chosen

### Resume or CV\*

Upload a resume or CV to support your application. Make sure to highlight your experience working/volunteering with children and the population served.

First browse for your document and then press upload. You will be able to upload either a Word or PDF document.

Choose File No file chosen

#### License

Photocopy of most current teaching or special services license: Colorado Department of Education\*

Choose File No file chosen

Continue



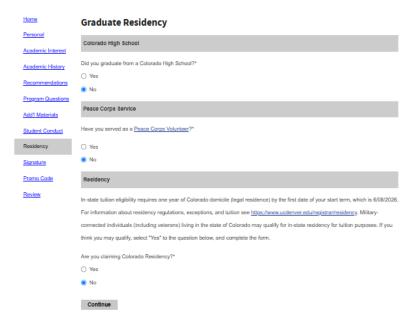
## 10. Complete the GR Suspension and Criminal History section.

<u></u>	GR Suspension and Criminal History			
Personal	The following 5 questions are in accordance with Colorado SB19-170, the "Ensuring Access to Higher Education Act".			
Academic Interest				
Academic History	The University of Colorado Denver values the success of every student as well as providing a safe environment for the university			
Recommendations	community. Understanding the life stories of each student is an important aspect of this process. Please note that any "Yes" responses			
to the questions below will NOT automatically disqualify you from consideration, but rather helps us to understan Program Questions				
Add'l Materials	make a more informed admission decision.			
Student Conduct	As an applicant you have the civit to appeal a decision made hardel on any information required to be discipled to CU Decision Why			
	As an applicant, you have the right to appeal a decision made based on any information required to be disclosed to CU Denver. You are not required any information contained in sealed records.			
Residency	are not required any information comained in sealed records.			
Promo Code	*denotes a required field.			
Review				
	ACADEMIC MISCONDUCT			
	Are you currently under any pending investigations, facing allegations, OR been found responsible for an academic misconduct			
	violation at any educational institution you have attended since the 5th grade?			
	You only need to report findings of responsibility for academic misconduct if your educational record reflects that you were assigned			
	probation, suspension removal, dismissal and/or expulsion from the institution. Please note, academic misconduct does not include			
	probation or suspension for low grades.			
	*Do you have an Academic Misconduct Violation?			
	○ Yes			
	○ No			
	CRIMINAL HISTORY			
	*Do you have any pending criminal charges against you?			
	○ Yes			

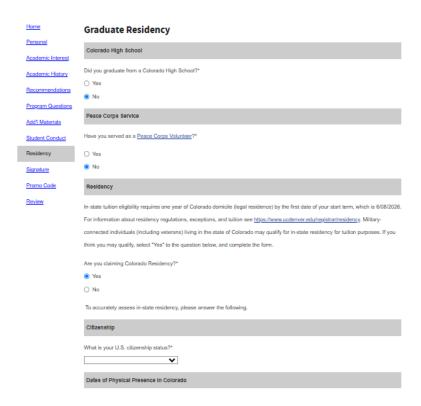


11. Complete the Residency section. Additional information will pop-up based on your response.

Non-Colorado Resident (select "No")



### Colorado Resident (select "Yes")





### 12. Read the signature agreement and sign.

Home

### Signature

Personal

By submitting your application, you:

Academic Interest

Certify that to the best of your knowledge, the information submitted on this application is true and complete. You understand that if found to be otherwise, it is sufficient cause for refusal or dismissal. If any information provided in

this application changes after submission, you must notify Graduate Admissions.

Recommendations

Program Questions Unde

Student Conduct

Residency

Signature

Promo Code

Review

Understand that if admitted, your admission is contingent upon your final credentials reflecting academic achievement similar to the assessment at the time of your admission. If you enroll as a student at the University of Colorado Denver | Anschutz, you acknowledge that you are responsible for adhering to all university regulations and for all financial obligations incurred.

Understand that if you are classified as a Non-Resident for tuition purposes, and you have not petitioned for a change in your status by the first day of classes, you will remain classified as a Non-Resident for the entire semester and must submit a petition to the Registrar's Office to request a change in your status for a future term. Additional information may be required by the Tuition Classification Officer, such as proof of age, payment of Colorado state income taxes, local employment, and more.

Understand that you must send Graduate Admissions any final, official transcripts required by the University if you are admitted and decide to enroll at the University of Colorado Denver | Anschutz. You also understand that an enrollment hold will be placed on your account for your second term if you do not submit the required official documents by your program's deadline.

Consent to the release of any materials relevant to an admission decision to the University of Colorado Denver | Anschutz. All credentials submitted as application materials become the property of the University of Colorado Denver | Anschutz. Original documents are not returned or provided to students.

Acknowledge that you must make arrangements for payment of the application fee. You understand that your application will not be reviewed until the application fee payment is received (or waiver is approved) by the University. You also understand that the application fee is non-refundable, even if you submit the incorrect application, and even if you pay the fee while waiting for your fee to be waived.

li	n place	of you	ur signature	, please ty	pe your	full legal	name:	
г								

Confirm



13. Complete the Application Fee Waiver Code question.

<u>Home</u>	Application Fee Waiver Code			
Personal	Fee walver code			
Academic Interest				
Academic History	Do you have an application fee waiver code? If you are a Veteran / Military Student, then the fee is automatically waived based on the			
Recommendations	answers you provided in the residency section of the application. You must choose that you are a Veteran/Military Student even if you are US Citizen as well. If you are a Veteran / Military Student, and you still come to the payment portal, please exit out and the system			
Program Questions	will update within 24hours.			
Add'l Materials	○ Yes			
Student Conduct	○ No			
Residency	Continue			
Promo Code				
Review				



14. Use the Review section to ensure you have completed all required fields. Correct any fields listed in red. Submit your application upon completion and pay the application fee.

<u>Home</u>	Review				
Personal	Note: If you are applying fo	Note: If you are applying for a dual degree program through the CU Denver Business School, you			
Academic Interest	will only need to submit one	nly need to submit one application. Please contact <u>BSchool.Admissions@ucdenver.edu</u> for			
Academic History	more information on how t	e information on how to apply.			
Recommendations					
Program Questions					
Add'l Materials	_	Ve have detected the following errors with your application.  These errors must be corrected before submission.			
Student Conduct					
Residency	Section	Required Field or Error			
Promo Code	Personal	Missing Mailing Address			
Review	Personal	Missing Name or Birthdate Information			
	Academic History	GRAD_Missing Academic History			
	Recommendations	Enter at least 2 recommendations			
	Program Questions	Missing Dismissed Question			
	Program Questions	Missing Revoked License Question			
	Add'l Materials	Please Upload a Resume			

## Step 3: Monitor your email

All communication regarding the status of your application, questions we may have and admissions decisions will be sent to the email address you provide in your application.

### **Step 4: Financial Aid & Scholarships**

You can learn about financial aid and scholarship opportunities through the **Student Finances webpage**.

Questions? Contact Sara Van Dyke at <a href="mailto:sara.vandyke@ucdenver.edu">sara.vandyke@ucdenver.edu</a>.